

## **Veteran Organizations**

**\*See page 2 for complete listing and guidance on Veteran Organizations\***

### **INSTRUCTIONS ON FILLING OUT THE ELIGIBILITY APPLICATION FORM**

**Due to the Federal Regulations Kansas Federal Surplus Property is doing the required Certification of Eligibility. Applications by regulation are required to be renewed every three (3) years or when a new authorizing official comes into office. Please note that it is the RESPONSIBILITY of the applying organization to provide ALL APPLICABLE AND NECESSARY DOCUMENTATION for review to Kansas Federal Surplus Property (KS FSP). Failure to provide necessary documentation will delay approval of the application and therefore prohibit your agency from receiving Federal property. KS FSP may require additional information other than what is listed, on a case by case scenario.**

Please provide the following:

1. Eligibility Application packet with all requested information properly completed and signed by the **Director or Equivalent on each of the six (6) pages.**
2. On a separate page; on **OFFICIAL LETTERHEAD** provide a Narrative, which includes the following information:  
Description of what the organization does, services provided, etc.  
Number of employees/volunteers  
Number of participants  
Percentage (%) of participants that are veterans (minimum of 33%)
3. Provide the RNO (Race and National Origin) profile of your service area:  
Census Data which can be found at this web site:  
<https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>  
Community Facts: you must enter your county information in the search box; then click GO  
Once on your county page go to:  
2017 American Community Survey  
Click on: Demographic and Housing Estimates (Age, Sex, ace, Households and Housing, ...)
4. Sources of Funding:  
Copy of latest financial summary report, to equal one (1) year (DO NOT PROVIDE BANK STATEMENTS).
5. Copy of Charter.
6. Copy of Articles of Incorporation and By-Laws.

### **All pages must be signed by Director or Equivalent**

Please retain a copy for your records.

Any Questions concerning the required documentation, or the application process call our office at (785) 296-2351

Monday – Friday 8 AM to 4:30 PM

- E-mail: [fedsurplus@ks.gov](mailto:fedsurplus@ks.gov)
- Fax (785) 296-4060
- Mail: Federal Surplus Property  
2830 SW Kanza Drive  
Topeka, Kansas 66606  
ATTN: ELIGIBILITY

**Veteran Organizations**  
**ELIGIBILITY APPLICATION REQUIREMENTS**

§102-37.380 (d) Section 549 (c)(3)(C) of title 40, United States Code authorizes for the donation of property to veteran organizations, for purposes of provide services to veterans (as defined in section 101 of title 38).

Eligible organizations are those whose:

- (1) Membership comprises substantially veterans
- (2) Representatives are recognized by the Secretary of Veterans Affairs under section 5902 of title 38.

Organizations whose representatives are recognized by the Secretary of Veterans Affairs:

African American PTSD Association,  
American GI Forum National Veterans Outreach Program,  
AMVETS,  
Army and Navy Union, USA, Inc.  
Blinded Veterans Association  
Disabled American Veterans  
Gold Star Wives of America, Inc.  
Italian American War Veterans of the United States, Inc.  
Legion of Valor of the United States of America, Inc.  
National Amputation Foundation, Inc.  
National Association of County Veterans Service Officers  
Non-Commissioned Officers Association of the U.S.A.  
Polish Legion of American Veterans, U.S.A.  
United Spanish War Veterans  
Veterans of Foreign Wars of the United States  
Veterans of the Vietnam War, Inc & the Veterans Coalition

American Ex-Prisoners of War, Inc.,  
American Legion,  
Armed Forces Services Corporation,  
Associates of Vietnam Veterans of America  
Catholic War Veterans of the U.S.A., Inc.  
Fleet Reserve Association  
Jewish War Veterans of the U.S.A.  
Marine Corps League  
Military Order of the Purple Heart  
National Association for Black Veterans, Inc.  
Navy Mutual Aid Association  
Paralyzed Veterans of America  
The Retired Enlisted Association  
United Spinal Association, Inc.  
Vietnam Era Veterans Association  
Vietnam Veterans of American